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1973

STATE OF MONTANA  
DEPARTMENT OF PROFESSIONAL & OCCUPATIONAL LICENSING  
HELENA, MONTANA 59601

ED CARNEY,  
DIRECTOR



LALONDE BUILDING  
(406) 449-3737

October 12, 1973

The Honorable Thomas L. Judge  
Governor of the State of Montana  
State Capitol Building  
Helena, Montana 59601

Dear Governor Judge:

In accordance with the requirement of Section 82-4002, R.C.M., 1947, there is herewith transmitted to you the Annual Report of the Department of Professional and Occupational Licensing covering the fiscal year ending June 30, 1973.

There is also transmitted to you, the Annual Report of the following Boards covering the fiscal year ending June 30, 1973.

Sincerely,

  
ED CARNEY,  
DIRECTOR

EC/djh

MONTANA STATE LIBRARY  
930 East Lyndale Avenue  
Helena, Montana 59601

Montana State Library



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DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL LICENSING  
LALONDE BUILDING  
HELENA, MONTANA PHONE: 449-3737

OLD NAME

Abstracters Board of Examiners  
Board of Public Accountancy  
Board of Architectural Examiners  
Athletic Commission  
Board of Barber Examiners  
Board of Chiropody (podiatry) Medical Examiners  
Board of Chiropractic Examiners  
Examining Board of Cosmetology  
Board of Dental Examiners  
Electrical Board  
Board of Registration for Professional  
Engineers and Land Surveyors  
Board of Hearing Aid Dispensers  
Horse Racing Commission  
Board of Massage Examiners  
Board of Medical Examiners  
Board of Morticians  
Board of Examiners for Nursing Home  
Administrators  
Board of Nursing  
Board of Examiners in Optometry  
Board of Osteopathic Examiners  
Board of Pharmacy  
Board of Psychologist Examiners  
Board of Plumbing Examiners  
Real Estate Commission  
Board of Veterinary Medical Examiners  
Water Well Contractors Examining Board

NEW NAME

Board of Abstracters  
Board of Public Accountants  
Board of Architects  
Board of Athletics  
Board of Barbers  
State Board of Podiatry Examiners  
Board of Chiropractors  
Board of Cosmetologists  
Board of Dentists  
Board of Electricians  
Board of Professional Engineers  
and Land Surveyors  
Board of Hearing Aid Dispensers  
Board of Horse Racing  
Board of Masseurs  
Montana State Board of Medical Examiners  
Board of Morticians  
Board of Nursing Home Administrators  
  
Board of Nurses  
Board of Optometrists  
Board of Osteopaths  
Board of Pharmacists  
Board of Psychologist Examiners  
Board of Plumbers  
Board of Real Estate  
Board of Veterinarians  
Board of Water-Well Contractors



## DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL LICENSING

### PRINCIPAL GOALS

To provide, in the most effective and efficient manner, all the specified activities of licensing and enforcing the laws and rules of the varied professions and occupations on behalf of and in the interest of the health, safety and welfare of the public.

### MAJOR ACCOMPLISHMENTS

1. Transfer of records and personnel for the twenty-six (26) separate and distinct professional and occupational licensing boards was made from many Montana locations. They became the Department of Professional and Occupational Licensing which serves the clerical and administrative needs of the various Boards. This was accomplished with a minimum of interruption in service to the public, licensees and applicants.

2. Single location provides the public, governmental agencies and licensees with greater assessability and service in their conduct of business with the various Board offices.

3. Provided assistance to all Boards in drafting or revising Board rules in compliance with the Administrative Procedures Act.

4. Worked closely with each Board to learn their individual problems and to implement the principles of reorganization effectively.

### PROGRAM GOALS, OBJECTIVES AND ACHIEVEMENTS

#### Central Services Division

##### Goal

To develop and improve central administrative support services to the Department.

##### Objectives

1. A Department wide Central Cashier System.

2. Conduct a study to determine feasibility of an automated renewal system.

##### Achievements

1. Assumed personnel records, payroll, budgeting, purchasing, claim's paying and depositing functions formerly performed by Board members or personnel and releasing this time for other Board functions.

2. Provided meaningful financial reports.

3. Developed a system of program budgeting to utilize the services of the Statewide Accounting System.



4. Maintained time study analysis per man hour by Board.

#### Licensing Division

##### Goal

To improve and expand, as necessary, existing services to meet additional requirements of the public, Boards and licensees as they develop.

##### Objectives

1. Standardize official records of all Boards.
2. Design standard forms and uniform licensing procedures which may be utilized by more than one Board.
3. Study the feasibility of providing for a two year renewal as opposed to the annual renewal.

##### Achievements

1. Provided licenses, examinations and/or results and renewals to 35,288 individuals and business concerns in this fiscal year..
2. Conducted inventory on all Board records and started an orderly disposal, with Board approval, of those which are obsolete.
3. Utilization of Department personnel for multiple Board functions.

#### Enforcement Division

##### Goal

Protect the public health, welfare and safety by ensuring that only duly licensed practitioners are engaged in the respective professions, that practitioners perform in accordance with the statutory laws, rules of the Boards and that those not in accordance with the licensing laws and found guilty, thereof, are brought to adjudication in accordance with the provisions of the licensing laws and rules of the respective Boards.

##### Objectives

1. To organize and maintain within the Division, a localized receiving and processing center for all complaints and violations.
2. To maximize efficient investigation.
3. Make presentation of timely findings of fact to the respective Boards.





### Achievements

1. Established a centralized Legal Regulation Division that provides for efficient enforcement and inspection in accordance with the provisions of the Administrative Procedures Act and requirements of the respective Boards.
2. The application of the principle of reorganization requiring a more specialized enforcement standard for all Boards, has resulted in the increased efficiency, quality and effectiveness of the licensing services to the public.
3. Assisted in hearings and legal interpretations of statutory laws and rules as requested by individual Boards.



## MAJOR ACCOMPLISHMENTS BY BOARD

### ABSTRACTERS:

Examined and licensed nine individuals

### ACCOUNTANTS:

Reduced annual renewal fee

### ARCHITECTS:

Adopted new national examination with international reciprocity possible

### ATHLETICS:

Supervised four boxing and wrestling events

### BARBERS:

Improved area inspections

### PODIATRY:

Name change to conform to professional name

### CHIROPRACTORS:

Standards improved in education and examinations

### COSMETOLOGISTS:

Written part of examination is now devised and graded by national testing

### DENTISTS:

Revised scope of practice for dental hygienist

### ELECTRICIANS:

Increased number of inspections heavy constructions areas.

### PROFESSIONAL ENGINEERS & LAND SURVEYORS:

New examination for land surveyors

### HEARING AID DISPENSERS:

Expenditures were reduced and started notice of renewal to each licensee

### HORSE RACING:

Greater track security and photo-identification license

### MASSEURS:

Reduced expenditures and maintained service

### MEDICAL EXAMINERS:

Implemented applicable Legislative Audit Recommendations

### MORTICIANS:

Active inspection of mortuary licensees

### NURSES:

Revised standards for practical nursing schools

### NURSING HOME ADMINISTRATORS:

Reduced cost of operation and drafted rules for continuing education



MAJOR ACCOMPLISHMENTS BY BOARD CONTINUED:

OPTOMETRISTS:

Jointly sponsored continued education program

OSTEOPATHS:

Provided for each licensee to have evidence of current renewal

PHARMICISTS:

Inspector in the field working with pharmacists, pharmacies, interns and preceptors

PSYCHOLOGISTS:

Virtual completion of "grandfather" licensing

PLUMBERS:

Fixture fees are collected by Board office

REAL ESTATE:

Adoption of pre-licensure Real Estate Education Program of Instruction

VETERINARIANS:

Investigation of complaints on licensees

WATER WELL CONTRACTORS:

Adopted rules in accordance with Administrative Procedures Act



# PROGRAM COST SUMMARY

Department of Professional and Occupational Licensing

FY 1973

Central Service Division	\$ 35,066.87
Licensing Division	\$296,763.15
Enforcement Division	<u>\$226,783.99</u>
TOTAL	\$558,614.01

## SUMMARY BY CATEGORY

Personal Services	\$321,895.40
Operating Expenses	\$231,016.04
Equipment	5,402.57
Grants	<u>300.00</u>
TOTAL	\$558,614.01

## SUMMARY OF FUNDING

General Fund	-0-
Earmarked Revenue Fund	\$610,189.15
Federal and Private Revenue Fund	<u>\$ 22,146.10</u>
TOTAL	\$632,335.25

